



**Norris Water Commission**  
**Monday April 20, 2026 6:00 P.M.**

- I. Call to Order
- II. Approve the Agenda
- III. Hear the Public
- IV. Minutes
  - a. Consideration of Approving March 16, 2026 Regular Meeting Minutes
  - b. Consideration of Approving March 30, 2026 Special Called Meeting Minutes
- V. New Business
  - a. Approval of FY 2027 Budget Recommendation
- VI. Continuing Business
  - a. Update on Activities at the Water Treatment Plant
  - b. Update on Activities at the Wastewater Treatment Plant
  - c. Update on the Water Distribution System  
Update-Lead Testing in School and Child Care Centers-(LTSCCP) Program-Voluntary-No cost program
  - d. Update on the Sanitary Sewer Collection System
  - e. Update on Cross Connection Management System
  - f. Update on the Galvanized Pipe Project
  - g. Update on I&I Project
  - h. Update on Wastewater Regionalization Project
  - i. Generator for WTP/WWTP-Update
- VII. Reports
  - a. Superintendent December Report
  - b. March 2026 Financial Report
  - c. March 2026 Unaccounted-for Water Report
- VIII. Adjournment



**NORRIS WATER COMMISSION MINUTES  
March 19, 2026**

The following members were present:

Chairperson: Travis Honeycutt	Absent
Vice Chair: Chuck Nicholson	Present
Member: Loretta Painter	Present
Member: Chris Mitchell	Absent
Member: Bill Grieve	Present

**Quorum Met**

**I. Call to Order**

The meeting was called to order by Chuck Nicholson at 6:00 pm.

**II. Approval of the Agenda**

No changes made.

**III. Hear the Public:**

About 12 members of the public were present. No comments were made.

**IV. Minutes:**

Bill Grieve moved **to approve the minutes of the February 23, 2026, Water Commission meeting as presented.** Seconded by Loretta Painter.

The motion passed unanimously with all members present voting in the affirmative.

**V. New Business**

**None**

**VI. Continuing Business**

- 1. WWTP Regionalization Discharge Route:** Superintendent Wilkerson recommended that the Commission table the decision regarding the path route to the Regionalization discharge location to a special meeting date when all members of the Water Commission would be present.

After discussion, Bill Grieve moved **to table the decision on a regionalization discharge route until a future special called meeting of the Norris Water Commission.** Seconded by Loretta Painter. The motion passed unanimously with all members present voting in the affirmative.

After further discussion, Loretta Painter moved **to schedule a workshop of the Norris Water Commission to discuss the Wastewater Regionalization route on Monday, March 30, 2026 at 6:00 p.m.** Seconded by Bill Grieve.

The motion passed unanimously with all members present voting in the affirmative.

Loretta Painter further moved **to schedule a Special Called Meeting of the Norris Water Commission to decide on the Wastewater Regionalization route on Monday, March 30, 2026 at 7:00 p.m.** Seconded by Bill Grieve.

The motion passed unanimously with all members present voting in the affirmative.

- 2. Water Treatment Plant:** Supt. Wilkerson reported standard operations at the Water Treatment

3. **Wastewater Treatment Plant:** Supt. Wilkerson reported that a bid has been submitted and awarded for a one-year contract to continue operating the Norris Dam State Park wastewater treatment plant.
4. **Water Distribution System:** Supt. Wilkerson reported on some recent main breaks around 92 Orchard Rd. and 80 Dale Rd. Wilkerson further reported that the fence has been installed at the reservoir at Reservoir Hill.
5. **Sanitary Sewer Collection System:** Written report submitted.
6. **Cross Connection Inspection Program:** Supt. Wilkerson reported that testing will begin on April 1<sup>st</sup>.
7. **Galvanized Pipe Project:** No update.
8. **Update on I&I Project:** Supt. Wilkerson reported that the post-Phase I flow monitors have been installed.
9. **Generator:** Supt. Wilkerson reported that two packets from different vendors have been received providing estimates for a stationary generator cost; expected pricing would fall between \$250,000 to \$300,000. He further stated that there is a greater need for a stationary unit at the Water Treatment Plant due to its remote location.

**VII. Reports**

1. **Superintendent's Report:** Written Report submitted.
2. **Financials:** City Manager Whited gave an update on the 2027 budget, highlighting that operational figures would be reviewed at an April 6<sup>th</sup> workshop.
3. **Unaccounted-For Water Report:** Written Report submitted.

**VIII. Adjournment**

Loretta Painter moved **to adjourn at 6:27 p.m.** Seconded by Bill Grieve.

The motion passed unanimously with all members present voting in the affirmative.

Chairperson: \_\_\_\_\_ Secretary: \_\_\_\_\_



**NORRIS WATER COMMISSION MINUTES  
March 30, 2026**

The following members were present:

Chairperson: Travis Honeycutt	Present
Vice Chair: Chuck Nicholson	Present
Member: Loretta Painter	Present
Member: Chris Mitchell	Present
Member: Bill Grieve	Present

**Quorum Met**

**I. Call to Order**

The meeting was called to order by Travis Honeycutt at 7:00 pm.

**II. Approval of the Agenda**

No changes made.

**III. Hear the Public:**

About 12 members of the public were present.

Terry Frank, Anderson County Mayor, made comments on the discharge route decision to take place. She stated that she understood a decision must be made to allow for the project engineers to move forward with design and meet the grant deadlines. Mayor Frank further expressed a desire to see alternative routes be considered that would impact fewer property owners.

**IV. Continuing Business**

- 1. WWTP Regionalization Discharge Route:** A representative from Cannon & Cannon, Inc., recommended that the Water Commission approve the "Blue Route" to reach the decided upon discharge location. This would allow for project engineers to meet the grant deadline of September 2026.

After discussion, Travis Honeycutt moved **to select the Blue Route as presented on the map provided by Cannon & Cannon, Inc. in order to satisfy the Regionalization Grant, while suggesting to future Water Commissions that an full evaluation be made into alternative routes.** Seconded by Chuck Nicholson.

The motion passed unanimously with all members present voting in the affirmative.

**V. Adjournment**

Having no further business, Chuck Nicholson moved **to adjourn at 7:04 p.m.** Seconded by Bill Grieve. The motion passed unanimously with all members present voting in the affirmative.

Chairperson: \_\_\_\_\_ Secretary: \_\_\_\_\_

Fund 413

Fiscal Year 2027

Current Month(1=Jul ... 12=Jun) 9

## Water and Sewer Fund Balance Sheet

Budget to Actual Report

March 2027

	Actual FY2025	Mar FY2026	Actual FY2026 YTD	Actual FY2026	Budget FY2027
<b>Revenues</b>					
Operating Revenues	\$ 1,179,066	\$ 110,766	\$ 1,000,355	\$ 1,000,355	\$ 1,286,510
Non-Operating Revenues	\$ 35,249	\$ 602	\$ 106,261	\$ 106,261	\$ 12,500
<b>Total Revenues</b>	<b>\$ 1,214,315</b>	<b>\$111,368</b>	<b>\$1,106,616</b>	<b>\$ 1,106,616</b>	<b>\$ 1,299,010</b>
<b>Expenditures</b>					
Purification	\$ 278,284	\$ 15,917	\$ 208,093	\$ 208,093	\$ 196,075
Transmission And Distribution	\$ 141,798	\$ 8,688	\$ 105,185	\$ 105,185	\$ 175,539
Sewer Collection (Lines)	\$ 75,234	\$ 5,151	\$ 727,955	\$ 727,955	\$ 138,984
Sewer Treatment And Disposal	\$ 194,504	\$ 14,482	\$ 276,161	\$ 276,161	\$ 193,977
Laboratory And Testing	\$ -	\$ -	\$ 915	\$ 915	\$ -
Customer Accounting & Collection	\$ 12,845	\$ -	\$ 11,927	\$ 11,927	\$ 20,000
Administrative & General Expenses	\$ 329,032	\$ 19,538	\$ 291,687	\$ 291,687	\$ 361,488
Depreciation	\$ 102,140	\$ -	\$ -	\$ -	\$ 103,000
Operating Expenditures	\$ 1,075,356	\$ 61,826	\$ 729,289	\$ 729,289	\$ 1,189,062
Non-Operating Expenditures	\$ 58,482	\$ 1,950	\$ 892,632	\$ 892,632	\$ -
<b>Total Expenditures</b>	<b>\$ 1,133,838</b>	<b>\$63,776</b>	<b>\$1,621,922</b>	<b>\$ 1,621,922</b>	<b>\$ 1,189,062</b>
Net Change in Fund Balance	\$ 80,477	\$ 47,592	\$ (515,305)	\$ (515,305)	\$ 109,948
Beginning Fund Balance	\$ 2,663,462	\$ 2,181,042	\$ 2,743,939	\$ 2,743,939	\$ 2,228,634
Ending Fund Balance	\$ 2,743,939	\$ 2,228,634	\$ 2,228,634	\$ 2,228,634	\$ 2,338,581

Fund 413

**Water and Sewer Fund  
Revenues**

Fiscal Year 2027

Budget to Actual Report

Current Month(1=Jul ... 12=Jun) 12

June 2027

Account Code	Description	Actual FY 2025	Budget FY 2026	Actual FY 2026 to Date	Budget FY 2027
413-33100	Federal Grants	\$ -	\$ -	\$ -	\$ -
413-33193	Federal Grant No.-3	\$ 771,938.38	\$ -	\$ 93,575	\$ -
413-33195	Recovery of Costs through ARPA	\$ (771,938.38)	\$ -	\$ -	\$ -
413-33730	Tenn Safety Grant	\$ -	\$ -	\$ -	\$ -
413-36100	Interest Earnings	\$ 35,248.77	\$ 30,000	\$ 11,540	\$ 12,500
413-37110	Metered Water Sales	\$ 607,159.86	\$ 562,000	\$ 489,592	\$ 582,000
413-37120	Flat Rate Water Sales To Gen Customers	\$ 3,694.32	\$ 3,700	\$ 2,463	\$ 3,700
413-37130	Fire Service And Hydrant Rentals	\$ 12,200.00	\$ 12,200	\$ -	\$ 12,200
413-37190	Other Operating Revenues - Water	\$ 30.00	\$ 50	\$ -	\$ 50
413-37191	Forfeited Discounts And Penalties	\$ 50.00	\$ 50	\$ -	\$ 50
413-37195	Installation Charges	\$ 6,085.00	\$ 4,800	\$ 3,590	\$ 3,760
413-37196	Water Tap Fees	\$ 5,658.42	\$ 1,200	\$ 600	\$ 1,200
413-37199	Miscellaneous	\$ 3,065.68	\$ 7,000	\$ 6,370	\$ 5,000
413-37210	Sewer Service Charges	\$ 539,979.63	\$ 530,000	\$ 363,924	\$ 530,000
413-37220	Sewer Inspection Fees	\$ 550.00	\$ -	\$ 550	\$ 550
413-37230	Sewer User Fee	\$ -	\$ -	\$ -	\$ 130,000
413-37293	Sale Of Parts	\$ -	\$ -	\$ -	\$ -
413-37294	Installation Charges (Turn On)	\$ 50.00	\$ -	\$ -	\$ -
413-37299	Miscellaneous	\$ 543.24	\$ 250	\$ -	\$ -
413-37990	Other Revenue	\$ -	\$ 18,000	\$ 22,500	\$ 18,000
<b>TOTAL</b>		<b>\$1,214,315</b>	<b>\$1,169,250</b>	<b>\$994,704</b>	<b>\$1,299,010</b>

Fund 413  
 Function 52113  
 Fiscal Year 2027  
 Current Month(1=Jul ... 12=Jun) 8

**Water and Sewer Fund**  
**Purification**  
 Budget to Actual Expenditure Report  
 February 2027

Account Code	Description	Actual FY 2025	Budget FY 2026	Actual FY 2026 to Date	Budget FY 2027
413-52113-110	Personnel	\$ 121,449.05	\$ 86,871	\$ 55,779	\$ 60,500
413-52113-112	Over-Time Personnel	\$ 15,344.84	\$ 13,600	\$ 14,317	\$ 5,000
413-52113-114	Part-Time Personnel	\$ (1,850.71)	\$ -	\$ -	\$ -
413-52113-134	Christmas Bonus	\$ 216.56	\$ 217	\$ 325	\$ 217
413-52113-136	Time In Service Bonus	\$ -	\$ 500	\$ -	\$ 500
413-52113-137	Certification Bonus	\$ 3,125.00	\$ 1,875	\$ 1,875	\$ 2,250
413-52113-141	Payroll Taxes (Ssa-Med.)	\$ 8,489.65	\$ 6,450	\$ 5,419	\$ 5,238
413-52113-142	Hospital And Health Insurance	\$ 34,234.30	\$ 28,000	\$ 21,847	\$ 25,000
413-52113-143	Retirement - Current	\$ (3,672.19)	\$ 2,184	\$ 1,826	\$ 2,400
413-52113-146	Workmen's Compensation	\$ -	\$ -	\$ -	\$ -
413-52113-148	Employee Education And Training	\$ 1,696.74	\$ -	\$ 315	\$ -
413-52113-170	Fees	\$ -	\$ -	\$ 100	\$ -
413-52113-241	Electric	\$ 43,177.89	\$ 43,000	\$ 27,504	\$ 48,500
413-52113-244	Gas	\$ 3,673.72	\$ 4,200	\$ 4,270	\$ 4,200
413-52113-245	Telephone And Other Communications	\$ 1,833.89	\$ 3,500	\$ 1,044	\$ 3,000
413-52113-260	Repair And Maintenance Services	\$ 18,736.19	\$ 15,000	\$ 3,519	\$ 15,000
413-52113-291	Physical/Drug Testing	\$ 240.50	\$ 270	\$ 141	\$ 270
413-52113-320	Operating Supplies	\$ 460.62	\$ 1,000	\$ 39	\$ 1,500
413-52113-322	Chemical, Laboratory, And Medical Supplies	\$ 16,426.56	\$ 20,000	\$ 12,550	\$ 20,000
413-52113-329	Other Oper. Supplies	\$ 402.53	\$ -	\$ -	\$ -
413-52113-389	Independent Lab Analysis	\$ 888.00	\$ 1,300	\$ 1,319	\$ 2,500
413-52113-790	Other Grants, Contributions, And Indemnities	\$ -	\$ -	\$ -	\$ -
413-52113-900	Capital Outlay	\$ 13,411.23	\$ -	\$ 35,881	\$ -
413-52113-930	Improvements Other Than Buildings	\$ -	\$ -	\$ -	\$ -
413-52113-934	Drainage, Water Supply And Storage, Sewerage	\$ -	\$ -	\$ -	\$ -
<b>TOTAL</b>		<b>\$278,284</b>	<b>\$227,967</b>	<b>\$188,072</b>	<b>\$196,075</b>

Fund 413  
 Function 52114  
 Fiscal Year 2027  
 Current Month(1=Jul ... 12=Jun) 8

**Water and Sewer Fund**  
**Transmission And Distribution**  
 Budget to Actual Expenditure Report  
 February 2027

Account Code	Description	Actual FY 2025	Budget FY 2026	Actual FY 2026 to Date	Budget FY 2027
413-52114-110	Personnel	\$ 31,004.29	\$ 40,555	\$ 25,129	\$ 57,500
413-52114-112	Over-Time Personnel	\$ 5,022.86	\$ 6,000	\$ 5,721	\$ 6,000
413-52114-114	Part-Time Personnel	\$ 26,720.98	\$ 31,516	\$ 19,283	\$ 33,500
413-52114-119	Health Insurance Incentive	\$ -	\$ -	\$ -	\$ -
413-52114-134	Christmas Bonus	\$ 216.56	\$ 108	\$ 108	\$ 217
413-52114-136	Time In Service Bonus	\$ -	\$ -	\$ -	\$ -
413-52114-137	Certification Bonus	\$ 750.00	\$ 750	\$ -	\$ 1,500
413-52114-141	Payroll Taxes (Ssa-Med.)	\$ 4,664.86	\$ 6,038	\$ 3,939	\$ 7,552
413-52114-142	Hospital And Health Insurance	\$ 2,321.43	\$ 15,500	\$ 1,250	\$ 18,000
413-52114-143	Retirement - Current	\$ (1,737.39)	\$ 1,228	\$ 714	\$ 1,500
413-52114-146	Workmen's Compensation	\$ -	\$ -	\$ -	\$ -
413-52114-147	Unemployment Insurance	\$ -	\$ -	\$ -	\$ -
413-52114-260	Repair And Maintenance Services	\$ 3,149.25	\$ 3,000	\$ 324	\$ 3,000
413-52114-291	Physical/Drug Testing	\$ 375.00	\$ 375	\$ 270	\$ 270
413-52114-320	Operating Supplies	\$ (450.02)	\$ 1,000	\$ 393	\$ 1,000
413-52114-322	Chemical, Laboratory, And Medical Supplies	\$ 104.26	\$ 500	\$ 630	\$ 500
413-52114-329	Other Oper. Supplies	\$ 300.00	\$ 300	\$ 300	\$ 500
413-52114-331	Fuel Charges	\$ 8,179.19	\$ 8,800	\$ 6,473	\$ 10,500
413-52114-332	Motor Vehicle Parts	\$ 2,430.62	\$ 3,500	\$ 2,981	\$ 3,000
413-52114-338	Repair Parts For Water Or Sewer Lines, Meters	\$ 28,434.76	\$ 25,000	\$ 23,594	\$ 30,000
413-52114-341	Consumable Tools	\$ 1,376.92	\$ 1,000	\$ 675	\$ 1,000
413-52114-391	Water Meters	\$ -	\$ -	\$ -	\$ -
413-52114-533	Machinery And Equipment Rental	\$ -	\$ -	\$ -	\$ -
413-52114-900	Capital Outlay	\$ 28,758.87	\$ -	\$ 4,713	\$ -
413-52114-922	Operational (Loan Debt Service)	\$ -	\$ -	\$ -	\$ -
413-52114-934	Drainage, Water Supply And Storage, Sewage	\$ 175.19	\$ -	\$ -	\$ -
<b>TOTAL</b>		<b>\$141,798</b>	<b>\$145,170</b>	<b>\$96,497</b>	<b>\$175,539</b>

Fund 413  
 Function 52211  
 Fiscal Year 2027  
 Current Month(1=Jul ... 12=Jun) 8

**Water and Sewer Fund**  
**Sewer Collection (Lines)**  
 Budget to Actual Expenditure Report  
 February 2027

Account Code	Description	Actual FY 2025	Budget FY 2026	Actual FY 2026 to Date	Budget FY 2027
413-52211-110	Personnel	\$ 22,257.93	\$ 20,886	\$ 16,647	\$ 46,500
413-52211-112	Over-Time Personnel	\$ 4,415.99	\$ 5,000	\$ 2,537	\$ 5,000
413-52211-114	Part-Time Personnel	\$ 26,553.87	\$ 31,516	\$ 14,913	\$ 37,500
413-52211-119	Health Insurance Incentive	\$ -	\$ -	\$ -	\$ -
413-52211-134	Christmas Bonus	\$ -	\$ 217	\$ -	\$ 217
413-52211-136	Time In Service Bonus	\$ -	\$ -	\$ -	\$ -
413-52211-137	Certification Bonus	\$ -	\$ 375	\$ -	\$ 750
413-52211-141	Payroll Taxes (Ssa-Med.)	\$ 3,644.24	\$ 4,532	\$ 2,590	\$ 6,882
413-52211-142	Hospital And Health Insurance	\$ 9,194.24	\$ 6,968	\$ 5,290	\$ 25,000
413-52211-143	Retirement - Current	\$ (473.19)	\$ 718	\$ 502	\$ 700
413-52211-148	Employee Education And Training	\$ -	\$ -	\$ 246	\$ -
413-52211-241	Electric	\$ 1,080.58	\$ 1,300	\$ 718	\$ 1,300
413-52211-256	Consultant's Services	\$ -	\$ -	\$ -	\$ -
413-52211-260	Repair And Maintenance Services	\$ 6,923.90	\$ 10,000	\$ 9,840	\$ 14,000
413-52211-291	Physical/Drug Testing	\$ -	\$ 135	\$ 144	\$ 135
413-52211-320	Operating Supplies	\$ 554.29	\$ 1,000	\$ 184	\$ 1,000
413-52211-329	Other Oper. Supplies	\$ -	\$ -	\$ -	\$ -
413-52211-900	Capital Outlay	\$ 1,081.78	\$ -	\$ -	\$ -
413-52211-934	Drainage, Water Supply And Storage, Sewerage	\$ -	\$ -	\$ 669,085	\$ -
<b>TOTAL</b>		<b>\$75,234</b>	<b>\$82,647</b>	<b>\$722,696</b>	<b>\$138,984</b>

Fund 413  
 Function 52213  
 Fiscal Year 2027  
 Current Month(1=Jul ... 12=Jun) 8

**Water and Sewer Fund**  
**Sewer Treatment And Disposal**  
 Budget to Actual Expenditure Report  
 February 2027

Account Code	Description	Actual FY 2025	Budget FY 2026	Actual FY 2026 to Date	Budget FY 2027
413-52213-110	Personnel	\$ 61,500.14	\$ 48,311	\$ 8,268	\$ 49,500
413-52213-112	Over-Time Personnel	\$ 2,594.32	\$ 5,000	\$ -	\$ 6,000
413-52213-134	Christmas Bonus	\$ 108.28	\$ 108	\$ -	\$ 108
413-52213-136	Time In Service Bonus	\$ 2,000.00	\$ -	\$ -	\$ -
413-52213-137	Certification Bonus	\$ 1,500.00	\$ 750	\$ -	\$ 1,500
413-52213-141	Payroll Taxes (Ssa-Med.)	\$ 5,386.19	\$ 4,144	\$ 633	\$ 4,369
413-52213-142	Hospital And Health Insurance	\$ 19,180.46	\$ 16,500	\$ -	\$ 17,000
413-52213-143	Retirement - Current	\$ (6,105.06)	\$ 1,403	\$ 214	\$ 1,500
413-52213-146	Workmen's Compensation	\$ -	\$ -	\$ -	\$ -
413-52213-148	Employee Education And Training	\$ 2,375.00	\$ -	\$ 238	\$ -
413-52213-170	Fees	\$ 3,217.50	\$ 3,500	\$ 2,968	\$ 3,500
413-52213-241	Electric	\$ 30,906.54	\$ 32,500	\$ 20,060	\$ 36,000
413-52213-245	Telephone And Other Communications	\$ 5,465.44	\$ 6,000	\$ 2,898	\$ 5,000
413-52213-256	Consultant's Services	\$ -	\$ -	\$ -	\$ -
413-52213-260	Repair And Maintenance Services	\$ 10,836.01	\$ 9,000	\$ 10,893	\$ 9,000
413-52213-291	Physical/Drug Testing	\$ 98.06	\$ -	\$ -	\$ -
413-52213-295	Landfill Services	\$ 16,247.72	\$ 19,000	\$ 8,121	\$ 15,000
413-52213-320	Operating Supplies	\$ 1,540.26	\$ 5,000	\$ 2,026	\$ 5,000
413-52213-322	Chemical, Laboratory, And Medical Supplies	\$ 29,278.56	\$ 28,000	\$ 18,904	\$ 32,000
413-52213-326	Clothing And Uniforms	\$ 7,618.93	\$ 7,500	\$ 4,802	\$ 8,000
413-52213-329	Other Oper. Supplies	\$ 647.69	\$ 250	\$ 583	\$ 500
413-52213-390	Other Supply Items	\$ -	\$ -	\$ -	\$ -
413-52213-900	Capital Outlay	\$ 108.43	\$ -	\$ -	\$ -
413-52213-922	Operational (Loan Debt Service)	\$ -	\$ -	\$ -	\$ -
413-52213-934	Drainage, Water Supply And Storage, Sewerage	\$ -	\$ -	\$ 177,972	\$ -
<b>TOTAL</b>		<b>\$194,504</b>	<b>\$186,966</b>	<b>\$258,580</b>	<b>\$193,977</b>

Fund 413  
 Function 52316  
 Fiscal Year 2027  
 Current Month(1=Jul ... 12=Jun) 8

**Water and Sewer Fund**  
**Customer Accounting & Collection**  
 Budget to Actual Expenditure Report  
 February 2027

<b>Account Code</b>	<b>Description</b>	<b>Actual FY 2025</b>	<b>Budget FY 2026</b>	<b>Actual FY 2026 to Date</b>	<b>Budget FY 2027</b>
413-52316-211	Postage, Box Rent, Etc.	\$ 5,853.92	\$ 7,000	\$ 3,104	\$ 6,000
413-52316-255	Data Processing Services	\$ 6,990.91	\$ 16,000	\$ 240	\$ 14,000
<b>TOTAL</b>		<b>\$12,845</b>	<b>\$23,000</b>	<b>\$3,344</b>	<b>\$20,000</b>

Fund 413  
 Function 52317  
 Fiscal Year 2027  
 Current Month(1=Jul ... 12=Jun) 8

**Water and Sewer Fund**  
**Administrative & General Expenses**  
 Budget to Actual Expenditure Report  
 February 2027

Account Code	Description	Actual FY 2025	Budget FY 2026	Actual FY 2026 to Date	Budget FY 2027
413-52317-110	Personnel	\$ 116,474.49	\$ 107,247	\$ 86,028	\$ 114,000
413-52317-111	Secretary/Treasury Personnel	\$ 14,041.88	\$ 20,000	\$ 7,194	\$ -
413-52317-112	Over-Time Personnel	\$ -	\$ -	\$ -	\$ -
413-52317-114	Part-Time Personnel	\$ -	\$ -	\$ -	\$ -
413-52317-119	Health Insurance Incentive	\$ -	\$ -	\$ -	\$ -
413-52317-133	City Bonus	\$ 1,125.00	\$ 750	\$ 1,500	\$ 1,500
413-52317-134	Christmas Bonus	\$ 108.28	\$ 108	\$ 108	\$ 108
413-52317-136	Time In Service Bonus	\$ -	\$ -	\$ -	\$ 4,000
413-52317-137	Certification Bonus	\$ 750.00	\$ 3,000	\$ 3,000	\$ 3,000
413-52317-141	Payroll Taxes (Ssa-Med.)	\$ 9,626.40	\$ 10,030	\$ 7,445	\$ 9,380
413-52317-142	Hospital And Health Insurance	\$ 19,950.66	\$ 18,000	\$ 12,734	\$ 20,000
413-52317-143	Retirement - Current	\$ (10,553.07)	\$ 7,000	\$ 5,196	\$ 6,500
413-52317-146	Workmen's Compensation	\$ 11,499.40	\$ 8,950	\$ 10,022	\$ 12,000
413-52317-147	Unemployment Insurance	\$ -	\$ 10	\$ -	\$ -
413-52317-148	Employee Education And Training	\$ 315.00	\$ 5,000	\$ 790	\$ 2,500
413-52317-220	Printing, Duplicating, Typing, And Binding	\$ 2,411.52	\$ 3,000	\$ 10,571	\$ 5,000
413-52317-230	Publicity, Subscriptions, And Dues	\$ -	\$ -	\$ -	\$ -
413-52317-235	Memberships, Registration Fees, And Tuitio	\$ 2,895.97	\$ 2,750	\$ 1,295	\$ 2,500
413-52317-237	Advertising	\$ 1,746.00	\$ 650	\$ 235	\$ 750
413-52317-250	Professional Services	\$ 100,960.25	\$ 114,305	\$ 75,771	\$ 115,500
413-52317-252	Legal Services	\$ -	\$ -	\$ 908	\$ 2,000
413-52317-253	Accounting And Auditing Services	\$ 13,705.00	\$ 14,000	\$ 14,150	\$ 14,000
413-52317-256	Consultant's Services	\$ -	\$ -	\$ -	\$ -
413-52317-280	Travel	\$ -	\$ -	\$ -	\$ -
413-52317-310	Office Supplies And Materials	\$ 963.69	\$ 2,000	\$ 192	\$ 2,000
413-52317-312	Small Items Of Equipment	\$ -	\$ -	\$ -	\$ -
413-52317-320	Operating Supplies	\$ 231.12	\$ 250	\$ 90	\$ 250
413-52317-329	Other Oper. Supplies	\$ 171.95	\$ -	\$ 225	\$ -
413-52317-510	Liability Insurance	\$ 33,875.50	\$ 45,000	\$ 38,908	\$ 42,000
413-52317-555	Bank Service Charges	\$ 1,947.86	\$ 1,800	\$ 1,146	\$ 2,000
413-52317-734	Customer Reimbursement	\$ -	\$ -	\$ 34	\$ -
413-52317-741	Bad Debt Expense	\$ (8,160.67)	\$ 2,500	\$ -	\$ 2,500
413-52317-900	Capital Outlay	\$ 7,913.53	\$ -	\$ 531	\$ -
413-52317-922	Operational (Loan Debt Service)	\$ -	\$ -	\$ -	\$ -
413-52317-942	General Machinery And Equipment	\$ -	\$ -	\$ -	\$ -
413-52317-948	Computer Equipment	\$ 7,032.71	\$ -	\$ 2,500	\$ -
<b>TOTAL</b>		<b>\$329,032</b>	<b>\$366,350</b>	<b>\$280,571</b>	<b>\$361,488</b>

**VII. REPORTS**

To: Norris Water Commission Board

From: Tony Wilkerson, Waterworks Superintendent

Date: APRIL 20, 2026

**RE: R-a.- Waterworks Superintendent Report for March 2026**

Water Pumped MG/Sold/% loss—See attached

Sold to ACWA: Alley 433,000/Alley Rd 253,000/Reservoir Road 1,249,400— - - each location

Sold to TVA-1,705,700-up for the month/year-Meter @ Dam

TVA-Sump-Pine Road-pulled water twice this month

1. Water Budget-see financial report see attached in packet
2. Rainfall March 3.13" 2026 –11.79" YTD "( @Water Treatment Plant- -) Source ok presently
3. Operations Building/Equipment Shed. -Fire Extinguishers checked  
Cleaned brush from around fence at Equipment Storage Building  
Secured Tin Roof on 2<sup>nd</sup> Equipment Storage Building  
Oil Furnance-Checked cleaned/added oil
4. **(b). WTP-Water Plant:**
  - a. -Reports-Monthly-to TDEC completed (5 monthly-16 hrs.) CN1119 Water Pump-age Data -entered TDEC Water Portal system monthly
  - b. -*Dailey Inspections conducted (7 days a week) morning-evening inspection (52 points of inspection each time entered the plant) (Sometimes up to 3 times of inspections daily) Lab Testing in-house of chlorine, ph., alkalinity, hardness, fluoride, and turbidity*
  - c. *Reservoir Tank: Inspect daily -seven days a week*
  - d. Dailey Testing conducted morning /evening
    - i. Record Dailey on Logbook and Computer
  - e. – Samples- Bacteriological Samples collected (2) in distribution system and backwash lagoon sample
  - f. -Backwashed Filters- 8- times this month-Requires 6 hours each BW. (coating)
  - g. Clean Weekly
  - h. Spring checked-once a week
  - i. High Service # 1-operated-Switched on Saturday in case NFD need additional water for Brush fire near Clinch River Brewer area-OT Required by Operator and Supt. Wilkerson - Operated it for 3-days and Operator Xan Ridenour conducted additional inspection that night.
  - j. Pre chlorine Ejector- Operator Kevin Jeffers and Supt. Wilkerson worked on it-OT required-Saturday and additional inspection by Operator Kevin Jeffers
  - k. Switched Raw water pump #1 to RWP #2 assist with keeping Clearwell at higher level during operating High Service # 1
  - l. 3-14-2026 additional OT required checking WTP/chlorine and Turbidity checks-KJ

5. (c). **WWTP-non-compliance-(1) in the month of March 2026-TDEC was notified**  
**Reason-excess rain event of 1.68" and-effluent was diverted thru chlorine contact-in which it was chlorinated/dechlorinated and aerated. OT- Inspections Required-Additional Testing was conducted thru out the process and addressed in house.**
- a. *Dailey Inspections (84 points to inspect) and Operations*
    - i. Recorded Dailey on Logbook and Computer
    - ii. Dailey Testing performed/Clean weekly
    - iii. Monthly Reports-NWC Emor/DMR/NDSP Report (3 reports-16 hrs.)
    - iv. Clarifier-added alum for settling

**WWTP**-Steven Balaksie (PTE)is training in the plant and doing very well.

- b. **Press Sludge-4** times this month. (4-6 hrs. each time)  
**-NWC Team (ALL) have been involved in Training on the operation of the Sludge Press operation. -Continuing**
- c. **Supernatant-** 4 times (8hrs each time)
- d. **Pumped Aeration to Digester-** **\_10** times MTh (4-6 hrs. each time)
  - Tons of sludge hauled- zero
  - **Rain: -"3.17" inches of rainfall recorded at Wastewater Treatment Plant-March 2026**
  - Ferm Zone-Dailey mixing/logging/depth
  - Fill PT-190 /Bleach Barrel (chemical barrels-TP and filamentous protection)
  - EPA Nutrient Removal Case Study Project-Norris, TN: COMPLETED-Reviewing all the RESULTS- No new Up-date
  - Norris Dam State Park Sewage Treatment Plant: Inspect Dailey, collect samples and bring to Norris STP and analyze. (4 hrs. a day)
  - **RAS-Return activated Sludge-experimenting on adjustments**
  - Ground Maintenance-Weedeat

6. (d,) **Distribution System:**

- a. -Read Meters/Rereads-3 days
- b.-Bact Samples-Collected 2-regular samples collected this month
- c.-Spring – checked weekly-OK
- d. -Service Calls- for the month of March 2026 ( 61 Qty)
- e. Meter Pits: ACWA (Reservoir Road, Alley Rd x2), TVA 3" meter and NDSP-READ DAILY -5 days a week.
- f. Flushing Program: Oak Road, Reservoir Road, and West Norris Road
- g. Safety Cones: Labeled NWC
- h. 146 Garden Road-NWC Team dug up meter box and replaced meter setter-broken

- i. 142A Butternut Drive-NWC TEAM cut and removed some additional trees that were on top of the 8" water transmission line-Property owner agreed for removal on our easement.
- j. 500,000 Reservoir Tank-NWC Team along with Norris Public Works Team ( Thank You Kerry and Staff) -- ( assisted with placing a rope into top part of tree in order to pull it away from falling onto Fence around the Tank-during cutting) NWC Team cut tree up and removed out of the driveway and away from the fence-was up rooting and leaning toward the Fence structure and telemetry at Tank.
- k. 148 Oak Road-Compliant of water running down ditch-Supt. Wilkerson and Operator Cameron Scott arrived-checked chlorine-traced it up the hill 5 houses and found - resident had busted water service line leaking at the back of the house-turned off-Landlord notified-issue resolved.
- l. Seasonal Water Meters installed:  
Oak Road Pool, Ridgeway Park Fountain, Artman Flower Garden, Norris Friendship Garden, Gazebo Fountain, E. Harold Park Fountain, Commons Fountain, Flower Garden ENRD, Lion Club Pavilion
- m. SERVICE CALLS-45 Calls  
Check Meter for leak on customer:  

Seasonal Meter install: 12	Read/leave on:	11
Meter Change Out: 1	TN811-	31
Sewer Stoppages: 3	Final/Read/Lock off:	4
Temp Connect: 0	Lawn Meter install:	12
New Tap: 0	No Water:	0
Check for leak: 2	Check water compliant:	1

**7.. (e.) Sanitary Sewer Collection System:**

- Sewage Treatment-Pumping Stations-HICKORY TRAIL-Inspect daily
- 40 West Norris Road-NWC Team took pressure washer and water hoses and flushed 8" water main out at mouth of Manhole creating blockage
- Lift Station #2- Cut and removed/hailed off last two cedar trees at the entrance to the lift station entrance and removed due to trees leaning and on top of sewer force main

**8. Cross-Connection: Open**

**9.. Training/Health & Safety/Public Education**

**Training of new Team members-daily operation of the Water Plant/Wastewater Plant/Distribution/Sewer Collection System -Requires time!**

**10. Equipment: service trucks-check weekly**

- 2025-Chev Service Truck-/ 2015-checked-ok/ 2021 -GMC-checked -OK
- 2009- F150--(Review of seeking a new truck in 2026-2027 budget under capitol plan for replacement
- 1995 Dump truck-check weekly Issue-slave cylinder issues- add hydraulic oil

E48 Bobcat-Track hoe: checked OK----Backhoe-checked weekly

Shoring Box: Team Member Josh Colby placed together a second TRENCH BOX-

12. **Administration:** Supt.-takes Call/emails/ respond to residents-Field site inspection-Plants and operation, reports, attend meetings-Enters Water and Wastewater Monthly Operations Data into Net-DMR Portal and submits to EPA. Review/Plan Projects-Check fire extinguishers monthly-sign check off-Review Sewer Maps with Engineers-Review Regional Grant Update

13. **Office Staff:** takes calls, provides service orders, public relations, prepares meter program, prepares water bills, take complaints-forward to necessary personnel, prepares payables of NWC-prepares request of water bill adjustments, and much more. Thank You for keeping a lot of paperwork coordinated/processed. THANK YOU, Christina and Sandy.

### **OPERATIONS BUILDING**

OIL Tank-check level -added oil-*utilized oil trailer* to collect and install oil into tank-----Clean facility weekly

2025-2026  
Unaccounted For Water REPORT

**Norris Water Commission Unaccounted For Report 2025-2026**

MONTH	WATER PUMPED	WATER SOLD/ METERED	METERED FOR	FIRE DEPT. USAGE	FLUSHING	Tank Clean/Fill	Water BILL ADJ.	Water LOST	% LOST	# Cust.
			CONSUMPTION NOT SOLD							
July	9,621,000	7,738,800	642,900	0	275,000			964,300	10.02%	
August	9,187,000	7,955,500	728,800		275,000			227,700	2.48%	
Sept.	9,373,000	7,510,100	679,100		731,000			452,800	4.83%	
Oct.	9,409,000	7,757,100	855,900		792,000			4,000	0.04%	
Nov.	8,579,000	6,494,900	771,300		350,000			962,800	11.22%	
Dec.	9,230,000	6,725,900	589,600		865,000			1,049,500	11.37%	789
Jan.	9,625,000	7,839,400	638,900		520,000			626,700	6.51%	
Feb.	9,242,000	7,693,300	682,000		420,000			446,700	4.83%	
March	9,644,000	7,177,600	566,700		291,400			1,608,300	16.68%	
April								0	#DIV/0!	
May								0	#DIV/0!	
June								0	#DIV/0!	
<b>Total</b>	<b>83,910,000</b>	<b>66,892,600</b>	<b>6,155,200</b>	<b>0</b>	<b>4,519,400</b>			<b>6,342,800</b>		

	A	B	C	D	E	F	G	H
March 2026			Orchard Rd West Norris/Oak	120,000				
			Ridgeway Rd-water valves Fire Hydrants		East Circle-Garden Road-Oak Road-			
			Flushing	171,400				
			Total	291,400				